

9-29-1961

Board of Trustees Minutes, September 29, 1961

Eastern Washington State College

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Eastern Washington State College

MINUTES OF BOARD OF TRUSTEES MEETING

7:30 p.m., Friday, September 29, 1961

Empire Room, Davenport Hotel, Spokane

The meeting of the Board of Trustees of EWSC was called to order by the chairman at 7:30 p.m., Friday, September 29, 1961, with the following present: Harvey Erickson, chairman; Messrs. Joe M. Smith and Melvin Voorhees, and Mrs. Robert Tanke, members; Mr. Fred S. Johns, secretary; Dr. Don S. Patterson, president of the college; Mr. Henry Koslowsky, Director of Public Information; and Mr. Orland Killin, president of the Faculty Organization.

MINUTES

The minutes for the meeting of the board on August 25, 1961, were approved.

Mr. Smith moved, seconded by Mrs. Tanke that the resignations, new appointments, travel and leave of absence be approved. Motion carried.

RESIGNATIONS

Jean Berard, junior secretary, registry office, as of August 31, plus 5 days accrued leave
Ruth Crownover, junior secretary, summer school office, as of September 30, plus 5 days accrued leave
Janet Kramer, clerk, Placement Office, as of September 15
Rose Youngman, clerk, PE Division, as of August 9
Angela Graham, clerk, library, as of September 29, plus two days accrued leave
Marie Fitzner, dining hall, as of June 22

NEW APPOINTMENTS

Mr. Jesse L. Purdy, former principal John Rogers, Spokane, Visiting Assistant Professor, Division of Education, at \$6800 for academic year (replacement)
Mrs. Ethyl VandeBerg, Visiting Instructor, Department of Home Economics, to direct Home Management house, teach home management course, and give one-half day to Nursery School, at \$5600
Mr. Al Hoptowit, as Assistant Football Coach for fall quarter, at \$1800 for the quarter
Mr. Stan Witter, special instructor in radio, from 2/5 time to half-time at an increase from \$270 per month for nine months, to 1/2 time at \$2700 (base, \$5400)

September 25, 1961

Clerical

Patricia Case, clerk, PE Division (replacement) at \$225 per month as of September 22
John Mamanakis, storeroom clerk, PE Division (new position) at \$230 per month as of September 25
Marilyn Ray, clerk, library (replacement) at \$225 per month as of September 27
Shirley Slinkard, clerk, Placement Office (replacement) at \$225 per month as of September 13
Sandra Green, clerk, office of Director of Research (new position, at \$225 per month as of October 3
Janae McNearney, tab machine operator (new position) at \$245 per month as of October 2

Custodial

Ernestine Heck, maid, Monroe Hall, at \$220 per month as of October 1
Carma Matter, janitress, library, at \$235 per month as of September 18 (replacement)
Sgt. Alban Crean, from property clerk to part-time custodial services at Cadet Hall, two hours per day to a maximum of \$50 per month as of October 15

Miscellaneous

Frank Landon, graduate student assistant, athletics, at \$1500 for the academic year
Les Raschko, student manager KEWC, at \$85 per month (\$60 state, \$25 ASB funds) as of September 13
Marjorie Stone, adjustment in rate of pay from hourly rate of \$1.47 to \$1.60 in keeping with raises given to similar classification
Edward Bell, graduate assistant, Guidance Center, at \$1500 for academic year
Fahim Elmargia, graduate assistant in history and social studies, \$1500 for academic year

TRAVEL

- ✓ Dr. John E. Douglas, Assistant Professor of Chemistry, to attend American Chemical Society meeting, Chicago, September 3-8, \$145 toward transportation
- ✓ Dr. Claude W. Nichols, Assistant Professor of History, to read a paper at historical meeting, Madison, S. D., September 25, \$145 toward transportation
- ✓ Mrs. Janet Mayther, teaching assistant in home economics, to attend National Association of Nursery Education, St. Louis, October 18-22, \$145 toward transportation

LEAVE OF ABSENCE

Mrs. Helen Skow, janitress, extension of sick leave w/o pay for 1961-62 academic year a/c sickness

September 29, 1961

ASSIGNMENT OF ASSISTANT ATTORNEY GENERAL

Mr. Voorhees made the motion that the suggestion from the Attorney General that an assistant attorney general for the college be designated be postponed indefinitely. Mr. Smith seconded the motion, which carried.

STANDARDS FOR ADMISSION AND RETENTION

The board discussed the report prepared by Dr. Smawley, Director of Research, on grade point averages. Dr. Smawley, Dr. Hagie, Dean of Students, Mr. Kenneth Kennedy, Admissions Officer, and Dr. Patterson participated in the discussion. It was moved by Mr. Voorhees, seconded by Mr. Smith, that another discussion of this topic be held at the end of the fall quarter, at which time statistics for the fall quarter will be presented. Motion carried. (Copy of Dr. Smawley's report attached)

REVISED CHART OF ACCOUNTS

Mr. Johns explained the new chart of accounts (copy attached) developed by the business office, to comply with the recent Central Budget Agency regulation. The new account structure will be used by all five institutions of higher learning and will conform to the accounting recommendations of the American Council on Education. Mr. Smith moved that the chart be approved and Mrs. Tanke seconded the motion. Carried.

INFORMATIONAL ITEMS

Dr. Patterson informed the board that the owners of the two pieces of property to be purchased for the new men's dormitory had accepted an offer which was an average of the four previous appraisals and the closing dates have been set for September 30 and October 20 for the purchases.

Dr. Patterson reported that Mr. Duggin, of the Public Administration Service, is progressing with the classification of all jobs under civil service and expects to complete the survey on schedule.

Dr. Patterson reported that the building projects on campus have been delayed because of the necessity for extra footings for the food center and prolonged negotiations for the purchase of land for the dormitory. The architect expects to be able to place the first bid advertisement on October 13. Dr. Patterson recommended that the dormitory bids be opened on November 6 in the architect's office, and food center bids at a November 10 board meeting.

September 29, 1961

The architects on remodelling for fire safety and other projects have been instructed to proceed under existing contracts.

The enrollment figure as of four o'clock on September 29 was 2310. Final registration will be the evening class of Wednesday, October 4. We should reach 2475 to 2500 by final registration.

Dr. Patterson said that the date of November 4th is the most satisfactory time for the other two colleges for the joint board meeting and that he had been requested to change the meeting place from the Meany Hotel. The board agreed upon the date, and Dr. Patterson was asked to make reservations at the New Washington Hotel, Seattle.

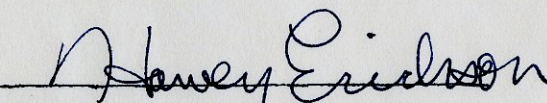
Copies of material from the Association of Governing Boards was given to the board, inviting Eastern's board to join the association. Mr. Voorhees moved, seconded by Mr. Smith, that the board become a member of the association. Motion carried. No member of the board was free to attend the meeting scheduled in Lincoln, Nebraska, in October.

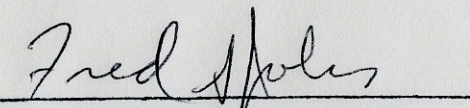
Mr. Johns reported that on September 1 we purchased 182-day Treasury Bills maturing at \$45,000 on March 1, 1962. The cost was \$44,404.65, making a yield at 2.61% of \$595.35.

Dr. Patterson told the board that he had been invited to appear before the Legislative Interim Committee on Higher Education on October 13, to give facts about the college and present his views on matters such as community colleges and use of public school facilities for longer periods of time during each year. Unit costs will also be discussed.

ADJOURNED

APPROVED


Harvey Erickson, Chairman


Fred S. Johns, Secretary

EASTERN WASHINGTON STATE COLLEGE

CHART OF ACCOUNTS

Revised September 27, 1961

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Programs	26
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Objects	29
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TREASURY FUNDS:

General Fund

General Fund (Operations)	001
General Fund (Capital Improvements)	001

General Fund Bond Issue Accounts

Institutional Building Construction	053
State Building Construction	057
E.W.S.C. Capital Projects	061

Bond Retirement & Interest Funds

E.W.S.C. Bond Retirement	341
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LOCAL FUNDS:

Special Revenue Funds

Grants and Contracts	173
Plant	174
General Local	179

Bond Issue Local Funds

Bond Issue	258
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Bond Retirement and Interest

Bond Retirement and Interest	379
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Working Capital Funds

Stores	452
Printing	455
Motor Pool	455.1

Business Enterprise Funds

Associated Student Activities	578
Bookstore	580
Housing Services	581
Other Enterprises	584

Trust and Agency Funds

Agency	844
Student Loan	845
National Defense Student Loan	845.1
Scholarship and Fellowships	846
Endowment	847

GENERAL LEDGER

Grants and Contracts

FUND NO. 173

ASSETS AND OTHER DEBIT BALANCES

Account Number

Description

1110

Cash on Deposit w/ General Local Fund

6600

Funds Advanced to Personnel

LIABILITIES AND OTHER CREDIT BALANCES

6200

Grant and Contract Authorization from
Danforth

GENERAL LEDGER

Plant

FUND NO. 174

ASSETS AND OTHER DEBIT BALANCES

<u>Account Number</u>	<u>Description</u>
1110	Cash on Deposit w/ General Local Fund
2100	Land
2200	Buildings
2500	Construction in Process

LIABILITIES AND OTHER CREDIT BALANCES

<u>Account Number</u>	<u>Description</u>
6200	Allotments from Local Plant Funds
6201	Allotments from Halls Plant Funds
7400	Unallotted Local Plant Funds
7401	Unallotted Halls Plant Funds

GENERAL LEDGER

General Local

FUND NO. 179

ASSETS AND OTHER DEBIT BALANCES

<u>Account Number</u>	<u>Description</u>
1110	Cash in Bank
1120	Cashier's Change Fund
1130	Petty Cash at Hargreaves Library
1200	Investment in NDS Loans
1201	Investment in U.S. Treasury Bills
3100	Estimated Revenues (Subsidiary on Revenue Cards)
3210	Refund of Revenues
3211	Refund of Extension Revenues
6400	Encumbrances (Subsidiary on Allotment and Expenditure Cards)
6600	Non-Appropriation Expenditures (Subsidiary on Allotment and Expenditure Cards)

LIABILITIES AND OTHER CREDIT BALANCES

<u>Account Number</u>	<u>Description</u>
3200	Revenues (Subsidiary on Revenue Cards)
4300	Reserve for Grants and Contracts Fund Cash
4301	Reserve for Local Plant Fund Cash
4302	Reserve for Stores Fund Cash
4303	Reserve for Print Fund Cash
4304	Reserve for Housing Services Fund Cash
4305	Reserve for Agency Fund Cash
4306	Reserve for Student Loan Fund Cash
4307	Reserve for Scholarships & Fellowships Fund Cash
4308	Reserve for Endowment Fund Cash
4309	Reserve for Associated Student Activities Fund Cash
4310	Reserve for NDSL Fund Cash
4311	Reserve for Motor Pool Fund Cash
6200	Allotments (Subsidiary on Allotment & Expenditure Cards)
6800	Reserve for Encumbrances
8300	Reserve for Cashier's Change Fund
8301	Reserve for Petty Cash at Hargreaves Library
8302	Reserve for Investment in NDS Loan
9100	EWU Unappropriated Surplus
9101	Extension Unappropriated Surplus

GENERAL LEDGER

Bond Fund

FUND NO. 379

ASSETS AND OTHER DEBIT BALANCES

<u>Account Number</u>	<u>Description</u>
1110	Demand Deposits Cheney Branch for S.U. Rental Fund
1111	Demand Deposits, Cheney Branch for 1949 & 1956 Issues
1140	Time Deposit Spokane National Bank, For 1956 Issue
1141	Time Deposits, First National Bank, for 1956 Issue
1142	Time Deposit, Deer Park Bank for 1955 Issue
1143	Time Deposit, Deer Park Bank for 1956 Issue
1144	Time Deposit Old National Bank for 1958 Issue
1145	Time Deposit Old National Bank for 1951 Issue
1146	Time Deposit Washington Trust Bank for 1958 Issue
1147	Time Deposit, Washington Trust Bank for 1955 Issue
1148	Time Deposit, Cheney Br. for 1958 Issue
1149	Time Deposit, Cheney Br. for 1955 Issue
1150	Time Deposit, Cheney Br. for 1949 Issue
1200	Investment in U.S. Series "G" Defense Bonds for 1949 Issue

LIABILITIES AND OTHER CREDIT BALANCES

<u>Account Number</u>	<u>Description</u>
8300	Reserve for Interest and Sinking Funds for 1949 and 1956 Issues
8301	Reserve for Bond Redemption - 1949 Issue
8302	Reserve for Bond Redemption - 1951 Issue
8303	Reserve for S.U. Rental Fund
8304	Reserve for Bond Redemption - 1955 Issue
8305	Reserve for Bond Redemption - 1956 Issue
8306	Reserve for Bond Redemption - 1958 Issue

GENERAL LEDGER

Stores

FUND NO. 452

ASSETS AND OTHER DEBIT BALANCES

<u>Account Number</u>	<u>Description</u>
1110	Cash on Deposit w/ General Local Fund
1400	Inventory of Merchandise
2400	Equipment and Machinery
6600	Salaries and Wages
6601	Other Operating Expenses
6602	Depreciation
6603	Cost of Sales
6604	Subsidized Costs (Lights, Heat, Water, etc.)

LIABILITIES AND OTHER CREDIT BALANCES

<u>Account Number</u>	<u>Description</u>
2411	Allowance for Depreciation
5110	Accrued Taxes Payable
7200	Sales
9100	Fund Balance

GENERAL LEDGER

Printing

FUND NO. 455

ASSETS AND OTHER DEBIT BALANCES

<u>Account Number</u>	<u>Description</u>
1110	Cash on Deposit w/ General Local Fund
1400	Inventory of Merchandise
2400	Equipment and Machinery
6600	Salaries and Wages
6601	Other Operating Expenses
6602	Depreciation
6603	Cost of Sales
6604	Subsidized Costs (Lights, Heat, Water, etc.)

LIABILITIES AND OTHER CREDIT BALANCES

<u>Account Number</u>	<u>Description</u>
2411	Allowances for Depreciation
5110	Accrued Taxes Payable
7200	Sales
9100	Fund Balance

GENERAL LEDGER

Motor Pool

FUND NO. 455.1

ASSETS AND OTHER DEBIT BALANCES

<u>Account Number</u>	<u>Description</u>
1110	Cash on Deposit w/ General Local Funds
2200	Buildings
2300	Automobiles
6601	Operating Expenses
6602	Depreciation

LIABILITIES AND OTHER CREDIT BALANCES

<u>Account Number</u>	<u>Description</u>
2211	Allowance for Depreciation - Buildings
2311	Allowance for Depreciation - Automobiles
3200	Sales
9100	Fund Balance

GENERAL LEDGER

Associated Student Activities

FUND NO. 578

ASSETS AND OTHER DEBIT BALANCES

<u>Account Number</u>	<u>Description</u>
1110	Cash on Deposit w/ General Local Funds
1130	Advance for Change - Athletic Contests
1131	Petty Cash
1330	U.S. Savings Bond 7400
1350	Due from S.U. for Working Capital (Long Term)
1351	Due from S.U. for Deficit Financing
3100	Estimated Revenues (Revenue cards is subsidiary)
3210	Refund of Revenues

LIABILITIES AND OTHER CREDIT BALANCES

<u>Account Number</u>	<u>Description</u>
3200	Revenues (Revenue cards is subsidiary)
3220	Non-Revenue Receipts
5160	Due to N.E.H.S. Tournament
5161	Student Union Assessment Fee
6200	Allotments (Allot. and Expenditure Cards is Subsidiary)
8130	Reserve for Advance for Change - Athletic Contests
8131	Reserve for Petty Cash
8350	Reserve for S.U. Working Capital (Long Term)
8351	Reserve for Deficit Financing
9100	Unappropriated Surplus

GENERAL LEDGER

Walter Isle Memorial Union

FUND NO. 580

ASSETS AND OTHER DEBIT BALANCES

<u>Account Number</u>	<u>Description</u>
1110	Cash on Deposit w/ Local General Fund
1130	Petty Cash Fund
1400	Merchandise Inventories
2400	Machinery and Equipment
6600	Non-Appropriation Expenditures

LIABILITIES AND OTHER CREDIT BALANCES

<u>Account Number</u>	<u>Description</u>
2411	Depreciation Allowance
3200	Revenues
5110	Accounts Payable
5160	Due to A.S.B. for Working Capital #1
5161	Due to A.S.B. for Working Capital #2
5162	Due to A.S.B. for Deficit Financing
7500	WIMU Contra Account

GENERAL LEDGER

Housing Services

FUND NO. 581

ASSETS AND OTHER DEBIT BALANCES

<u>Account Number</u>	<u>Description</u>
1110	Cash on Deposit w/ Local General Fund
1130	Petty Cash Fund
1140	Cash in Time Deposits w/ Spokane Valley Savings and Loan
1141	Cash in Time Deposits w/ Great Western Savings and Loan
1142	Cash in Time Deposits w/ Lincoln First Federal Savings and Loan
1200	Investment in U.S. Government Bonds
1320	Accounts Receivable
1400	Inventory of Food Supplies at Dining Hall
1401	Inventory of Food Supplies at S.U. Restaurant
2200	Buildings
2400	Machinery & Equipment
6400	Encumbrances
6600	Non-Appropriation Expenditures
6604	Subsidized Costs

LIABILITIES AND OTHER CREDIT BALANCES

<u>Account Number</u>	<u>Description</u>
2211	Allowance for Depreciation - Buildings
2411	Allowance for Depreciation - Machinery & Equipment
3200	Revenues Earned
3201	Revenues Unearned
5105	Rooms Deposits (Deposit cards act as subsidiary)
6800	Reserve for Encumbrances
8100	Reserve for Receivables
8300	Reserve for Petty Cash
8302	Reserve for Saving Deposits
8305	Reserve for Investment in US Government Bonds
9100	Fund Balance

GENERAL LEDGER

Agency

FUND NO. 844

ASSETS AND OTHER DEBIT BALANCES

<u>Account Number</u>	<u>Description</u>
1110	Cash on Deposit w/ General Local Funds
1140	Deposits w/ State Treasury - Tuition
1202	Investments by Alumni Association

LIABILITIES AND OTHER CREDIT BALANCES

<u>Account Number</u>	<u>Description</u>
7301	Alumni
7302	Industrial Arts Revolving
7303	Lyceum
7304	Music Camp
7305	President's Entertainment Expense
7306	Statewide Testing
7307	Student Music Performances
7308	Workshops
7309	Open
7310	Open
7311	Bond Redemption Fund for 1951
7312	Bond Redemption Fund for 1961
7313	Chemistry Breakage Fee
7314	Locker Rental Fund
7315	ROTC Deposits
7316	Band Uniform Deposits
7317	Key Deposits
7318	Suspense
7319	Open
7320	Open
7321	Superior Student Fund
7322	Open
7323	Open
7324	President's Incidental Expense
8303	Reserve for Investments by Alumni Association
8304	Reserve for Deposit w/ State Treasury - Tuition
9100	Fund Balance

GENERAL LEDGER

Student Loan

FUND NO. 845

ASSETS AND OTHER DEBIT BALANCES

Account Number

Description

1110

Cash on Deposit w/ General Local Fund

1320

Notes Receivable (Student signed notes are subsidiary

LIABILITIES AND OTHER CREDIT BALANCES

Account Number

Description

3800

Interest Income

9100

Fund Balance

GENERAL LEDGER

National Defense Student Loan

FUND NO. 845.1

ASSETS AND OTHER DEBIT BALANCES

<u>Account Number</u>	<u>Description</u>
1110	Cash on Deposit w/ General Local Fund
1320	Funds Advanced to Students (Financial Aid Cards are Subsidiary)
1330	Funds Receivable from Federal Government (Letter of Authorization is used as entry)
1331	Funds Receivable from EWSC (1/9 of above)
3600	Cost of Loan Principal Cancelled - T/S
3601	Cost of Loan Principal Cancelled - D/D

LIABILITIES AND OTHER CREDIT BALANCES

<u>Account Number</u>	<u>Description</u>
3800	Interest Income (Financial Aid Cards are Subsidiary)
3810	Loan Principal Cancelled - T/S (Financial Aid Cards are Subsidiary)
3811	Loan Principal Cancelled - D/D (Financial Aid Cards are Subsidiary)
8100	Loan Principal Collected (Financial Aid Card is Subsidiary)
8101	Federal Capital Contributions Authorized (Sum of Authorized Letters)
8102	EWSC Capital Contributions Authorized

GENERAL LEDGER

Scholarships, Memorials, & Fellowships

FUND NO. 846

ASSETS AND OTHER DEBIT BALANCES

Account Number

Description

1110

Cash on Deposit w/ General Local Fund

6400

Funds Committed (Financial Aids Cards on
Subsidiary)

6600

Fund Awarded to Students (Financial Aids Cards
are Subsidiary)

LIABILITIES AND OTHER CREDIT BALANCES

Account Number

Description

6800

Reserve for Commitments

9100

Fund Balance

GENERAL LEDGER

Endowment

FUND NO. 847

ASSETS AND OTHER DEBIT BALANCES

Account Number

Description

1110

Cash on Deposit w/ General Local Fund

1200

Investment in Liggett Myers for W. Hagelin Fund

6600

Funds Transferred to Other Fund

LIABILITIES AND OTHER CREDIT BALANCES

Account Number

Description

3800

Investment Income

8300

Reserve for Investment in Liggett Myers for
W. Hagelin Fund

9100

Fund Balance

GENERAL LOCAL

REVENUE LEDGER (SUBSIDIARY TO G.L. ACCOUNTS 3100 & 3200)

	<u>Fund</u>	<u>Major Source</u>	<u>Sub Source</u>	<u>EWSC Source</u>
Investment Income	179	401	02	01
Degrees	179	420	01	01
Korean Veterans	179	420	01	02
Placement	179	420	01	03
Music	179	420	01	04
Pre-School	179	420	01	05
Miscellaneous	179	420	01	06
Incidental Fees	179	424	03	01
Extension-Correspondence	179	424	03	02

HALLS OF RESIDENCE

REVENUE LEDGER (SUBSIDIARY TO 3200)

	<u>Fund</u>	<u>Major Source</u>	<u>Sub Source</u>	<u>EWSC Source</u>
Louise Anderson Hall	581	420	01	01
Faculty Housing	581	420	01	02
Married Student Court	581	420	01	03
Hudson Hall	581	420	01	04
Hudson Apartments	581	420	01	05
Monroe Hall	581	420	01	06
Senior Hall	581	420	01	07
Sutton Hall	581	420	01	08
House Rent	581	420	01	09
Interest Income	581	420	01	10
Miscellaneous Income	581	420	01	11
Board	581	420	05	01
Dining Room Sundries	581	420	05	02
S.U. Food Service	581	420	05	03

STUDENT UNION

REVENUE LEDGER (SUBSIDIARY TO 3200)

	<u>Fund</u>	<u>Major Source</u>	<u>Sub Source</u>	<u>EWSC Source</u>
Commission on Used Books Purchased	580	420	01	01
Bowling	580	420	01	02
Billiards	580	420	01	03
Table Tennis	580	420	01	04
Supplies	580	420	05	01
Books	580	420	05	02
Vending Machines	580	420	05	03
Juke Boxes	580	420	05	04
Receipts on Receivables	580	420	05	05
Caps and Gowns	580	420	05	06
Locker Rental	580	420	05	07
Receipts from Taxes	580	420	05	08
Food Service Commissions	580	420	05	09
Miscellaneous Receipts	580	420	05	10
Special Sales and Events	580	420	05	11

ASE REVENUE LEDGER

(SUBSIDIARY TO GENERAL LEDGER 3100 and 3200)

	<u>Fund</u>	<u>Major Source</u>	<u>Sub Source</u>	<u>EWSC Source</u>
Athletic Income	578	420	01	01
Social Activities Income	578	420	01	02
Kinnickinick Income	578	420	05	01
Easterner Income	578	420	05	02
All Other Income	578	420	05	03
Vending Machine Income	578	420	05	04
Student Fees	578	424	03	01

GENERAL LOCAL EXPENDITURE LEDGER
(SUBSIDIARY TO GENERAL LEDGER ACCT. 6600)

Programs 1 through 6

Objects 1 through 9

Sub-programs 00 through 55

HALLS OF RESIDENCE-EXPENDITURE LEDGER

(SUBSIDIARY TO 6600)

	<u>Fund</u>	<u>Appropriation</u>	<u>Program</u>	<u>Sub Program</u>
Dining Room Service	581	525	07	01
S. U. Food Service	581	525	07	02
Louise Anderson Hall	581	525	07	03
Faculty Housing	581	525	07	04
Hudson Hall	581	525	07	05
Hudson Apartments	581	525	07	06
Student Court	581	525	07	07
Monroe Hall	581	525	07	08
Senior Hall	581	525	07	09
Sutton Hall	581	525	07	10
Bond Redemption	581	525	07	11
Dorms - General Expenses	581	525	07	12
Miscellaneous Expenses - Entire System	581	525	07	13

WALTER ISLE MEMORIAL UNION - EXPENDITURE LEDGER

(SUBSIDIARY TO 6600)

	<u>Fund</u>	<u>Appropriation</u>	<u>Program</u>	<u>Sub Program</u>
Bookstore	580	525	09	01
Food Service	580	525	09	02
Bowling and Recreation	580	525	09	03
Student Union Services	580	525	09	04

ASB EXPENDITURE LEDGER
(SUBSIDIARY TO G.L. ACCOUNT NO. 6600)

	<u>Fund</u>	<u>Appropriation</u>	<u>Program</u>	<u>Sub Program</u>
Associated Student Council	578	525	08	01
Capital Expense	578	525	08	02
Student Benefits	578	525	08	03
Easterner	578	525	08	04
Kinnickinick	578	525	08	05
Social Activities	578	525	08	06
Homecoming	578	525	08	07
Student Union Programming	578	525	08	08
Orientation	578	525	08	09
Choral Activities	578	525	08	10
Drama	578	525	08	11
Band	578	525	08	12
KEWC	578	525	08	13
ROTC	578	525	08	14
Forensics	578	525	08	15
Model United Nations	578	525	08	16
Literary Art Press	578	525	08	17
Orchestra	578	525	08	18
Women's Recreation Association	578	525	08	19
Citizenship Clearing House	578	525	08	20
Summer School	578	525	08	21
Foreign Students	578	525	08	22
Athletic Grant in Aids	578	525	08	23
Scholarships	578	525	08	24

ASB EXPENDITURE LEDGER (CONT.)

	<u>Fund</u>	<u>Appropriation</u>	<u>Program</u>	<u>Sub Program</u>
Baseball	578	525	08	25
Basketball	578	525	08	26
Football	578	525	08	27
Gymnastics	578	525	08	28
Athletic Insurance	578	525	08	29
Swimming	578	525	08	30
Tennis	578	525	08	31
Track	578	525	08	32
Contact Expenses	578	525	08	33
Miscellaneous Supplies-All Athletics	578	525	08	34
Athletic Dues	578	525	08	35

PROGRAMS OF EASTERN WASHINGTON STATE COLLEGE

<u>Program Title</u>	<u>Program Code</u>
General Administration	01
Student Services	02
Plant Operation and Maintenance	03
Library	04
Resident Instruction & Departmental Research	05
Extension	06
Auxiliary Enterprises	07
Associated Students	08

SUB-PROGRAMS OF EASTERN WASHINGTON STATE COLLEGE

<u>Program Title</u>	<u>Program Code</u>
Board of Trustees	00
Presidents Office	01
Institutional Research	02
Consultants	03
Business Office	04
Retirement Costs of Program 01	05
Public Information	06
Data Processing	07
Catalogues and Bulletins	08
Field Services	09
General Institutional Expense	10
Registrar	14
Dean of Students	15
Retirement Costs of Program 02	17
Infirmery	18
Placement	19
Admissions	20
General Academic Services	21
Physical Plant	23
Library	26
Dean of Instruction	29
Education	30
Applied Arts	31

Sub-Programs (Cont.)

<u>Program Title</u>	<u>Program Code</u>
Health, Physical Education & Recreation	32
Athletics	33
Language and Literature	34
Creative Arts	35
Science and Mathematics	36
History and Social Studies	37
	38
College Elementary School	39
ROTC	40
Summer Quarter	41
	42
Graduate Studies	43
	44
Instructional Materials Center	45
Retirement Costs of Program 05	49
Extension	55

OBJECT CLASSIFICATION OF EASTERN WASHINGTON STATE COLLEGE

<u>Object Title</u>	<u>Object Code</u>
Salaries and Wages	01
Contract Personal Services	02
Other Contractual Services	03
Travel	04
Supplies and Materials	05
Equipment	06
Retirement and Pensions	07
Contributions, Grants, and Subsidies	08
Debt Redemption	09
Land	10
Buildings	11
Other Improvements	12

SUB-OBJECT CLASSIFICATION OF EASTERN WASHINGTON STATE COLLEGE

Sub-objects of Object 01

- 1 - Administrative
- 2 - Regular Full Time Staff
- 3 - Student Help
- 4 - Faculty
- 5 - Cooperating or Supervisory Teachers
- 6 - Teaching Assistants
- 7 - Graduate Assistants
- 8 - Substitute Teachers
- 9 - Special Instructors
- 10 - Part-time help other than students

Sub-objects of Object 02

- 1 - Personal Services by Professional Persons
- 2 - Faculty

Sub-Objects of Object 03

- 1 - Postage
- 2 - Telephone and Telegraph
- 3 - Advertising
- 4 - Miscellaneous Expense
- 5 - Graduation Expense
- 6 - Insurance
- 7 - Laundry and Cleaning
- 8 - Catalogue, Bulletins, and Brochures
- 9 -
- 10 - Repairs, Maintenance and Upkeep of Equipment
- 11 - Repairs, Maintenance & minor Alterations of Buildings
- 12 - Care & Maintenance of Grounds, Roads and Walks
- 13 - Care & Maintenance of Vehicles
- 14 - Rentals
- 15 - Fuel
- 16 - Water
- 17 - Lights & Power
- 18 - Garbage
- 19 - Bindings and Repairs on books, periodicals, etc.
- 20 - Interest paid on Bonded Indebtedness
- 21 - Entertainment
- 22 - Memberships

SUB-OBJECT CLASSIFICATION (CONT.)

Sub-objects of Object 04:

- 1 - Professional meetings - In State
- 2 - Professional meetings - Out of State
- 3 - Student Visitation & follow-up
- 4 - Other College Travel
- 5 - Field Trips

Sub-objects of Object 05

- 1 - Office and Instructional Supplies
- 2 - Janitorial Supplies
- 3 -
- 4 - Food & Merchandise for resale
- 5 - Repairs, maintenance, & upkeep of Equipment
- 6 - Repairs, maintenance, & minor alterations of buildings, structures, plumbing & electrical supplies
- 7 - Care & Maintenance of grounds, roads, and walks
- 8 - Care & Maintenance of vehicles
- 9 -
- 10 - Duplicating & Printing

Sub-objects of Object 06

- 1 - New Equipment
- 2 - Replacement Equipment
- 3 - Books

Sub-objects of Object 07

- 1 - Employer Contributions for Retirement

Report on Proposed Grade Point Average

FROM: Robert B. Smawley, Director of Research

TO: Don S. Patterson, President, EWSC

DATE: September 21, 1961

Re: Grade-Point-Average Standards at EWSC

The text which follows deals with research on the above subject and is submitted for your examination and approval. The proposed resolution and the statistics would comprise the report which would be duplicated and then forwarded to each member of the Board of Trustees prior to September 29, the next meeting of the board.

BE IT PROPOSED THAT:

"Effective and beginning with the fall quarter, 1961, all sophomores shall be required to maintain a cumulative grade point average of no less than 2.50, and freshmen students shall be required to achieve no less than the new average (2.50) by the end of their third quarter of study, maintaining such cumulative average throughout their stay in college thereafter."

If the above proposed resolution becomes effective, it would then be necessary to place on probation (or dismiss) over 60% of the student body which we had as of June 1961. Of the 1605 students who had completed the three-quarter academic year 1961-62, and for whom we had complete records, 968 did not have cumulative grade-point-averages of 2.50 or higher.

Of 998 students we expect to return this coming fall quarter, and for whom we had complete records, 302 were classified as seniors, 329 as juniors, and 367 as sophomores. We would have to place on probation (or dismiss):

over 19 % of the 302 seniors	- 58 in number
over 55% of the 329 juniors	- 181 in number
over 71% of the 367 sophomores	- 261 in number
totals 998	- 500 in number

In brief, this would mean probation or dismissal for over 50% of these returning students.

Of 169 spring quarter graduates this past year, over half of them earned less than 2.50 as freshmen four years ago. BUT, the same group graduated this year with a group cumulative of 2.55, with a little algebra telling us that they had earned a group 2.67 during their last three years of college.

Going back to the 302 seniors we mentioned on the first page, 52% of them also earned less than 2.50 as freshmen three years ago. At four successive levels, their group averages were:

as first quarter freshmen	1.97
as first quarter sophomores	2.40 cumulative
as first quarter juniors	2.54 cumulative
as of spring quarter 1961	2.65 cumulative

Once again, a little figuring told us that this group of 302 students must have earned 2.68 during their sophomore year, and 2.75 during the junior year to pull up to those averages on cumulative basis.

We obtained the coming year 1961-62 standards of seventy-six other colleges and universities across the nation. Sixteen of the schools simply stated a flat "C" or 2.00 as their all-purpose minimum. The other sixty institutions gave full sets of policies and standards. The 60 colleges/universities are named in list form on the original of this report. NONE of the colleges/universities will be requiring anything higher than 2.00 for continued good standing and retention policies of probation and/or dismissal. In fact, many of the colleges require less than 2.00 where freshmen in particular are concerned.

Twenty-four of the 60 institutions (marked with * on the list) will be permitting "gradient" scales of gradually-increased standards. When we lumped sample grade-point-average ranges of 19 colleges together, it looked as follows:

Policy by Quarters		Minimum GPA to Avoid Probation/Dismissal
At end of 1st quarter)		1.25
At end of 2nd quarter)	Freshman	2.50 cumulative
At end of 3rd quarter)	Year	1.60 cumulative
At end of 4th quarter)		1.70 cumulative
At end of 5th quarter)	Sophomore	1.80 cumulative
At end of 6th quarter)	Year	2.00 cumulative

Dean Robert Magee's research at Wayne State University (Mich) shows that EWSC's 2.25 requirement in the student's major field places our college in the top 25% of the 180 institutions included in his survey.

For all reasons which include withdrawals for transfers-out, dismissals, etc., we continue to lose approximately one-half of each year's freshmen. Available recent research shows that this loss-rate is normal, and particularly so with institutions which are performing roles as community-junior colleges.

SUMMARY

EWSC's standards are comparatively stiff at the present time

The 1.75, 2.00 and 2.25 indexes for probation, good standing, and upper division major appear to be doing the intended job in retention for EWSC at the present time

Dr. Maier's analyses clearly show that our freshmen often do make a "shaky" start, but one way or another, they go on to earn averages in the range of 2.25 to 2.75 beginning their sophomore year. This finding, of course, applied only to those who survived and/or stayed with us at EWSC.